

Annualized Salary Conversion Table
for UNM Faculty Appointments

<u>HRS</u> UNM FTE	<u>HRS</u> Monthly Payrate	<u>Appointment</u> Type Number of Months	<u>3 month</u> <u>Summer Term</u> Annualized Salary	<u>9 month</u> <u>Appointment</u> Annualized Salary	<u>10 month</u> <u>Appointment</u> Annualized Salary	<u>12 month</u> <u>Appointment</u> Annualized Salary
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Instructions:

To use the chart simply insert the employee's UNM FTE and monthly payrate where indicated (shaded boxes in columns B & D). Then hit enter to display the annualized salary. If you do not have a monthly payrate, but have an annual contract salary, you will need to divide it by the number of months in that person's appointment.

There are three basic salary (wage) bases: Calendar Year, Academic Year and Summer Term. Here is a month/week/days breakout for each:

Academic Year (AY)	9 months	39 weeks	195 days
Summer Term (SM)	3 months	13 weeks	65 days
Calendar Year (CY)	12 months	52 weeks	260 days

Summer Salary: Under UNM policy, faculty on nine-month Academic Year (195 days) contracts who have a grant or contract may work up to 65 days during the summer, if summer salary is budgeted in the proposal.